

**GOVERNMENT OF TELANGANA**  
**A B S T R A C T**

CAF&CS Department - Civil Supplies – Policy for Procurement of Paddy under MSP operations and delivery of Custom Milled rice for KMS 2020–21 – Orders – Issued.

---

CONSUMER AFFAIRS, FOOD AND CIVIL SUPPLIES (CS.I.CCS) DEPARTMENT

**G.O.Ms.No. 9**

**Dated: 10-10-2020**  
**Read the following:**

- 1) G.O.Ms.No.17, CA, F & CS (CS.I-CCS) Dept., Dated 27.09.2019.
- 2) Lr.No.3(32)/2019-Py.I, Dt.10-06-2020 (MSP) of the Under Secretary to GOI, Ministry of Consumer Affairs, Food & Public Distribution, Dept. of Food & Public Distribution, Krishi Bhavan, New Delhi,
- 3) Lr.No15(1)/2012-Py.III (E.File.367559), dt. 24-04-2020 (colour coding) of the Dy.Secy.(Py.III) to GOI., Ministry of Consumer Affairs, Food & Public Distribution, Dept. of Food & Public Distribution, Krishi Bhavan, New Delhi.
- 4) Lr.No.8-2/2017-S&I dt.27.09.2019 (Uniform Specifications) of the Dy.Commr(S&R) to GOI, Ministry of Consumer Affairs, Food & Public Distribution, Dept. of Food & Public Distribution., Government of India.
- 5) Proceeding No.115/2020 through Ref.No.PI(1)/1447/2019 dated 24.09.2020 of the Commissioner of Civil Supplies regarding HACA as procuring agency for (9) districts.
- 6) Review meeting held by Hon'ble Minister for Backward Classes Welfare, Consumer Affairs, Food & Civil Supplies with the Rice Millers on dt: 15-09-2020.
- 7) G.O.Ms.No.13, 16 and 8 CA,F&CS (CS.I-CCS) Dept. Dated:25.07.2019, 11-09-2019 & 12.06.2020 respectively.
- 8) Lr.No.Stat.(1)/34/2020, dt: -08-2020 of the Commissioner of Agriculture regarding production estimates.
- 9) G.O.Rt.No.376, Agri and Co-operation (Mktg.II) Dept. dated 07-08-2020.

-oOo-

**ORDER:**

In order to ensure MSP to the farmers for their paddy produce and availability of food grains i.e. rice to the weaker sections at affordable price for over all food security of the State, the De-Centralised Procurement (DCP) was taken up and continued in the state at present.

2. As per the Memorandum of Understanding executed with Government of India under DCP, the State Government or its agencies shall procure and mill the paddy, store and distribute the resultant rice under Targeted Public Distribution System (TPDS) & Other Welfare Schemes (OWS) within the State. The excess stocks procured by the State / its agencies are handed over to FCI under Central Pool either in the form of Raw Rice or Boiled Rice to Food Corporation of India as per the option of the Food Corporation of India.

3. In the G.O. first read above, Government issued policy guidelines for procurement of paddy in Kharif Marketing Season 2019-20.

4. Now, the following orders are issued as "Procurement Policy" for the Kharif Marketing Season 2020-21.

5. The Minimum Support Price fixed by Government of India for the KMS **2020-21** is as follows:

**Price per quintal of Fair Average Quality of paddy**

Grade "A"	:	Rs.1888/-
Common	:	Rs.1868/-

6. The costing sheets for Central Pool and Decentralised procurement operations for the Kharif Marketing Season 2020-21 will be communicated separately.

- 7.** The Uniform Specifications for Paddy and Rice for the Kharif Marketing Season as per the last year i.e. 2019-20 are annexed (Annexure–I, II and III) and the same to be followed till further changes if any, are issued by the Government of India in the matter..
- 8.** Operational Guidelines for MSP operations for paddy during the Kharif Marketing Season 2020-21 are annexed herewith (Annexure–IV). These operational guidelines shall be read as part of this G.O. and applicable for procurement of paddy and custom milling rice during KMS 2020-21.
- 9.** It is tentatively estimated that about (165) LMTs of paddy is to be procured by the State Government in KMS 2020-21 (i.e. 90 Lakh MTs in Vanakalam (Kharif) and 75 Lakh MTs in Yasangi (Rabi)). The paddy thus procured shall be got custom milled, resultant raw rice delivered by the rice millers shall be utilized for Targeted Public Distribution System / Other Welfare Schemes as per the Government of India allotment and rice millers shall deliver resultant Boiled rice / Raw rice to Food Corporation of India as per the option of FCI. The annual requirement of raw rice for Targeted Public Distribution System / Other Welfare Schemes including Open Market Sales Scheme(OMSS) with 2 months buffer is approximately 28.80 LMTs. District wise requirement shall be communicated by the Commissioner of Civil Supplies separately in consultation with VC & Managing Director, TSCSCL from time to time, so that the Collectors(CS) shall make, paddy allotment to the Rice mills in the district accordingly, keeping in view of maximum quantity of paddy to be allocated based on their tonnage. Any surplus or deficit shall be reported to the Commissioner of Civil Supplies for inter district transfers of Paddy.
- 10.** The deficit stocks of raw rice under Targeted Public Distribution System / Other Welfare Schemes shall be provided by the Food Corporation of India as per Memorandum of Understanding entered with Government under De-Centralised Procurement of Rice operations.
- 11.** The Paddy purchases from the farmers at MSP shall be made by the Telangana State Civil Supplies Corporation through IKP (Women Self Help) Groups, PACS, DCMS, GCC, HACA, AMC etc. However, the district Collectors shall take their previous performance into consideration before allotting a PPC.
- 12.** In case of HACA, the purchases are confined to only ( 9) districts viz., Nalgonda, Nizamabad, Warangal (u), Karimnagar, Adilabad, Khammam, Rangareddy, Mahbubnagar and Sangareddy.
- 13.** The TSCSCL shall commence MSP operations w.e.f. 01-10-2020 by opening tentatively 5690 PPCs. Any proposals for additional PPCs may be submitted to the Commissioner of Civil Supplies through the District Collectors for approval before opening of additional PPCs.
- 14.** The Rice Millers shall undertake custom milling of paddy as per the agreed terms and conditions and at the rates and norms fixed by the Government of India and State Government. The Collectors (CS) shall allot the paddy purchased at the PPCs under MSP to the nearest rice mills for immediate custom milling without storage. The rice millers shall deliver resultant CMR within (15) days from the date of receipt of paddy. In respect of paddy allotted to Raw Rice millers, they shall deliver 100% raw rice under CMR for KMS 2020-21.
- 15.** In case of Boiled Rice millers, they shall deliver Boiled Rice / Raw Rice as per the option of FCI / CCS. They shall deliver Boiled Rice and Raw Rice as per specific instructions of CCS in consultation with VC & MD, TSCSCL from time to time.
- 16.** Basing on the CMR deliveries by the Raw Rice millers as per the target the percentage of Raw Rice delivery / Boiled Rice delivery varies for boiled rice miller from time to time. The custom milled rice shall be delivered in 50 Kgs of Jute gunny bags only.

- 17.** The Collectors(CS) shall review the entire process of custom milling operations regularly and take necessary action against the rice millers who failed to deliver resultant custom milled rice within stipulated period.
- 18.** The Collectors(CS) shall take action to blacklist the rice millers who divert paddy stocks delivered for custom milling or indulge in purchase of PDS rice and attempt to deliver the same under CMR and action shall also be taken against them as per The Telangana Rice (Custom Milling) Order, 2015 and The Telangana State Public Distribution System (Control) Order, 2016 and also under criminal laws.
- 19.** The required funds for purchase of paddy by the Telangana State Civil Supplies Corporation Ltd will be made available by the Commissioner of Civil Supplies and Ex.Officio Secretary to Govt., through banks. The VC & Managing Director, Telangana State Civil Supplies Corporation Ltd, shall furnish proposals for borrowing funds from Banks.
- 20.** A State Level Procurement Committee with the Commissioner Civil Supplies as Chairman, VC & Managing Director, TSCSCL as Convenor and the Commissioner Agriculture, Marketing, Police Officer nominated by the DGP, Regional Manager, CWC, Managing Director, SWC, Chief Executive Officer, SERP, the Commissioner, Cooperative Dept., General Manager, FCI as Members shall be constituted to review the Procurement Operations in the State. The Committee shall meet from time to time on need basis to sort out the issues which arise in Procurement Operations.
- 21.** All the Collectors(CS) shall adhere to the above instructions so as to implement the MSP operations and the Telangana Rice (Custom Milling) Order, 2015 in true spirit for ensuring MSP to the farmers.
- 22.** In view of COVID-19, it is mandatory that definite measures are taken to ensure that people do not gather in large numbers at PPCs. Therefore, paddy procurement must be decentralized to village / Gram Panchayat level, based on the requirement and paddy arrivals. Therefore, all the Collectors(CS) shall take measures strictly as per the above instructions for opening of PPCs in the villages.
- 23.** The infrastructure required i.e. paddy cleaners, tarpaulins moisture meters etc., is to be communicated to the Agricultural Marketing Department and the concerned agencies well in advance before commencement of season.
- 24.** Receipt of stocks of paddy, weighing, stacking, maintenance of records, movement of stocks to mills etc. shall be as per the instructions issued in the operational guidelines.
- 25.** Toll free numbers 180042500333 and 1967 are established at the Commissionerate of Civil Supplies, Civil Supplies Bhavan, for making any Complaints/ Grievances on Minimum Support Price Operations and on distribution of PDS rice for immediate redressal.
- 26.** The VC & Managing Director, TSCSCL shall ensure that the District Managers of the Civil Supplies Corporation shall enter into agreement with Rice Millers for custom milling and ensure that the terms and conditions of agreement are strictly complied with.
- 27.** The VC & Managing Director shall ensure that all paddy procurement transactions are made online in Online Procurement Management System (OPMS) application for transparency in implementation of MSP operations.
- 28.** The VC & Managing Director, Telangana State Civil Supplies Corporation Ltd., shall make arrangements for acceptance and storage of CMR stocks in scientific storage space / godowns.

**29.** The VC & MD, TSCSCL should ensure that the District Managers of Civil Supplies Corporation are taking necessary action with regard to recovery of old gunny bags from the concerned and should ensure that the gunny account should be reconciled on completion of every season duly maintaining proper separate records for every season and to furnish the monthly status reports to the VC & MD, TSCSCL .

**30.** The Commissioner of Civil Supplies shall review, from time to time on the progress of purchases of paddy, milling and delivery of CMR and issue appropriate instructions pertaining to paddy procurement and CMR delivery during the Kharif Marketing Season 2020-21 from time to time.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)**

**V. ANIL KUMAR  
EX.OFFICIO SECRETARY TO GOVERNMENT**

To

The Commissioner of Civil Supplies, Hyderabad.

The Vice Chairman & Managing Director, Telangana State Civil Supplies Corporation Ltd., Hyderabad for necessary action.

All District Collectors / All Collectors(CS) / All District Civil Supply Officers /

All District Managers of Civil Supplies Corporation,

All District Agriculture Officers, Telangana.

The Chief Executive Officer, SERP, Telangana, Hyderabad.

The Managing Director, Girijan Cooperative Corporation, Hyderabad.

The Commissioner and Registrar, Co-op. Department, Telangana, Hyderabad.

The Commissioner of Agriculture, Telangana, Hyderabad.

The Commissioner of Marketing Dept., Telangana, Hyderabad.

The General Manager(Telangana Region), Food Corporation of India, Hyderabad.

The Director General of Police, Telangana State, Hyderabad.

The Managing Director, HACA, Telangana State, Hyderabad.

**Copy to:**

The Secretary to Government of India, Department of Food and Public Distribution,  
Ministry of Consumer Affairs, Food and Public Distribution, Krishi Bhavan,  
New Delhi 110001.

The Principal Secretary to Government, Agriculture, Marketing & Cooperation,  
Telangana State, Hyderabad.

The Managing Director, TSWC, Telangana State, Hyderabad.

The Regional Manager, CWC, Hyderabad.

The OSD to Hon'ble Minister for Food and Civil Supplies, Secretariat, Hyderabad.

The OSD to Hon'ble Minister for Agriculture, Marketing & Cooperation,  
Secretariat, Hyderabad.

The President, Rice Millers Association, Telangana State.

//Forwarded by Order//

SECTION OFFICER.

## **ANNEXURE-I**

### **UNIFORM SPECIFICATION OF ALL VARIETIES OF PADDY**

#### **(KHARIF MARKETING SEASON 2019–2020)**

Paddy shall be in sound merchantable condition, dry, clean, wholesome of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, *Argemone maxicana*, *Lathyrus sativus* (Khesari) and admixture of deleterious substances.

Paddy will be classified into Grade 'A' and Common groups.

#### **SCHEDULE OF SPECIFICATION**

<b>Sl. No.</b>	<b>Refractions</b>	<b>Maximum Limits (%)</b>
<b>1</b>	Foreign matter a) Inorganic b) Organic	<b>1.0</b> <b>1.0</b>
<b>2</b>	Damaged, discoloured, sprouted and weevilled grains	<b>5.0*</b>
<b>3</b>	Immature, Shrunken and shrivelled grains	<b>3.0</b>
<b>4</b>	Admixture of lower class	<b>6.0</b>
<b>5</b>	Moisture content	<b>17.0</b>

\* Damaged, sprouted and weevilled grains should not exceed 4%.

NB:

1. The definitions of the above refractions and method of analysis are to be followed as per BIS Method of analysis for foodgrains' Nos. IS: 4333 (Part-I): 1996, IS: 4333 (Part-II), 2002 and 'Terminology for foodgrains' IS: Nos. 2813 – 1995, as amended from time to time.
2. The method of sampling is to be followed as per BIS method for sampling of Cereals and Pulses IS: 14818-2000 as amended from time to time.
3. Within the overall limit of 1.0% for organic foreign matter, poisonous seeds shall not exceed 0.5% of which Dhatura and Akra seeds (*Vicia species*) not to exceed 0.025% and 0.2% respectively.

## **ANNEXURE-II**

### **UNIFORM SPECIFICATION FOR GRADE 'A' & COMMON RICE**

#### **(KHARIF MARKETING SEASON 2019-2020)**

Rice shall be in sound merchantable condition, sweet, dry, clean, wholesome, of good food value, uniform in colour and size of grains and free from moulds, weevils, obnoxious smell, admixture of unwholesome poisonous substances, *Argemone maxicana* and *Lathyrus sativus* (Kesari) in any form, or colouring agents and all impurities except to the extent in the schedule below. It shall also conform to prescribed norms under Food Safety & Standards Act, 2006/Rules prescribed hereunder:

#### **SCHEDULE OF SPECIFICATION**

Sl. No.	Refractions		Maximum Limit (%)	
			Grade-A	Common
1.	Brokens *	Raw	25.0	25.0
		Paraboiled/single paraboiled rice	16.0	16.0
2.	Foreign Matter**	Raw/Paraboiled/single paraboiled rice	0.5	0.5
3.	Damaged#/Slightly Damaged Grains	Raw	3.0	3.0
		Paraboiled/single paraboiled rice	4.0	4.0
4.	Discoloured Grains	Raw	3.0	3.0
		Paraboiled/single paraboiled rice	5.0	5.0
5.	Chalky Grains	Raw	5.0	5.0
6.	Red Grains	Raw/Paraboiled/single paraboiled rice	3.0	3.0
7.	Admixture of lower class	Raw/Paraboiled/single paraboiled rice	6.0	-
8.	Dehusked Grains	Raw/Paraboiled/single paraboiled rice	13.0	13.0
9.	Moisture content @	Raw/Paraboiled/single paraboiled rice	14.0	14.0

\* Not more than 1% by weight shall be small broken.

\*\* Not more than 0.25% by weight shall be mineral matter and not more than 0.10% by weight shall be impurities of animal origin.

# Including pin point damaged grains.

@ Rice (both Raw and Parboiled / Single Parboiled) can be procured with moisture content upto a maximum limit of 15% with value cut. There will be no value cut upto 14%. Between 14% to 15% moisture, value cut will be applicable at the rate of full value.

## NOTES APPLICABLE TO THE SPECIFICATION OF GRADE 'A' AND COMMON VARIETIES OF RICE

1. The definition of the above refractions and method of analysis are to be followed as given in Bureau of Indian Standard "Method of analysis for Foodgrains" No's IS: 4333 (Part-I) 1996 and IS: 4333 (Part-II) 2002 "Terminology for Foodgrains" IS: 2813-1995 as amended from time to time.

Dehusked grains are rice kernels whole or broken which have more than ¼th of the surface area of the kernel covered with the bran and determined as follows:-

**ANALYSIS PROCEDURE:** Take 5 grams of rice (sound head rice and broken) in a petri dish (80X70mm). Dip the grains in about 20 ml. of Methylene Blue solution (0.05% by weight in distilled water) and allow to stand for about one minute. Decant the Methylene Blue solution. Give a swirl wash with about 20 ml. of dilute hydrochloric acid (5% solution by volume in distilled water). Give a swirl wash with water and pour about 20 ml. of Metanil Yellow solution (0.05% by weight in distilled water) on the blue stained grains and allow to stand for about one minute. Decant the effluent and wash with fresh water twice. Keep the stained grains under fresh water and count the dehusked grains. Count the total number of grains in 5 grams of sample under analysis. Three broken are counted as one whole grain.

### **CALCULATIONS:**

$$\text{Percentage of Dehusked grains} = \frac{N \times 100}{W}$$

Where N = Number of dehusked grains in 5 grams of sample

W = Total grains in 5 grams of sample

2. The Method of sampling is to be followed as given in Bureau of Indian Standard "Method of sampling of Cereals and Pulses" No IS: 14818-2000 as amended from time to time.
3. Broken less than 1/8th of the size of full kernels will be treated as organic foreign matter. For determination of the size of the broken average length of the principal class of rice should be taken into account.
4. Inorganic foreign matter shall not exceed 0.25% in any lot, if it is more, the stocks should be cleaned and brought within the limit. Kernels or pieces of kernels having mud sticking on surface of rice, shall be treated as Inorganic foreign matter.
5. In case of rice prepared by pressure parboiling technique, it will be ensured that correct process of parboiling is adopted i.e. pressure applied, the time for which pressure is applied, proper gelatinisation, aeration and drying before milling are adequate so that the colour and cooking time of parboiled rice are good and free from encrustation of the grains.

### **ANNEXURE–III**

#### **STANDARDS OF RICE FOR ISSUE TO STATE GOVERNMENTS / UT ADMINISTRATIONS FOR DISTRIBUTION UNDER TPDS AND OTHER WELFARE SCHEMES.**

Guidelines for issue/disposal of wheat and rice have been issued vide department letter no.8-2/98-DRIII dated: 27.01.1998 and 13.11.1998. Gist of standards of rice for issue to State/UTs for distribution under TPDS and OWSs along with updated illustrations for KMS 2018-19 is as under:

1. Ready issuable stocks are fit for human consumption which should conform the standards of Food Safety and Standards Act and Rules framed there under.
2. Rice stocks are falling within A, B & C categories (categorization is based on damaged and discolored grains) conforming to food safety norms and free from insect infestation are ready stocks. Ready stocks may be issued under TPDS and OWSs provided the refractions in respect of broken grains, chalky grains, red grains and dehusked grains are upto 20% in excess of the uniform specifications.

Illustration of maximum permissible parameters of ready to issue stocks of rice based on uniform specifications for KMS 2018–19 is as under:

<b>Sl. No.</b>	<b>Refractions</b>		<b>Maximum Limit (%) as per uniform specifications for Grade A &amp; Common</b>	<b>Maximum permissible limit (%) for Grade A &amp; Common</b>
<b>1.</b>	Damaged/Slightly Damaged/ Pin-point Damaged grains	Raw	<b>3</b>	<b>5</b>
		Parboiled/single parboiled rice	<b>4</b>	<b>5</b>
<b>2.</b>	Discoloured Grains	Raw	<b>3</b>	<b>7</b>
		Parboiled/single parboiled rice	<b>5</b>	<b>7</b>
<b>3.</b>	Broken	Raw	<b>25</b>	<b>30</b>
		Parboiled/single parboiled rice	<b>16</b>	<b>19</b>
<b>4.</b>	Chalky Grains	Raw	<b>5</b>	<b>6</b>
<b>5.</b>	Red Grains	Raw/Parboiled/single parboiled rice	<b>3</b>	<b>4</b>
<b>6.</b>	Dehusked Grains	Raw/Parboiled/single parboiled rice	<b>13</b>	<b>16</b>
<b>7.</b>	Foreign Matter	Raw/Parboiled/single parboiled rice	<b>0.5</b>	<b>1.0</b>



## ANNEXURE-IV

### OPERATIONAL GUIDELINES FOR PROCUREMENT OF PADDY AND DELIVERY OF CUSTOM MILLING RICE FOR THE KHARIF MARKETING SEASON 2020-21

#### A. KHARIF MARKETING SEASON 2020-21:

The Salient features are:-

- i) The Office of the VC & Managing Director, Telangana State Civil Supplies Ltd shall be the “Nodal Agency” for MSP operations of paddy, custom milling of paddy.
- ii) Paddy procurement is a scheme of Public- Private Partnership involving the Government and its Agencies on one hand and farmers, traders, rice millers etc. on the other hand. This is implemented at the grass root level by the farmers coming with their produce to the PPCs / Market Yards where they can exercise the option of selling to traders at above MSP rates or to the Government Agencies at MSP rates. In other words the PPCs / Market Yard platform is the common point to facilitate the farmers to get the best rate not less than MSP for their paddy produce of FAQ norms. Therefore, this needs the sequential performance of the activities by concerned officials of the respective departments at the Mandal / Village level to ensure compliance by the Collectors (CS) during the post harvest period with requisite planning and close supervision.
  - a) **“Pre-market phase of Paddy Procurement”**: The basic determinants of the procurement of paddy are the area cultivated under paddy, varieties sown, estimated yield of paddy *Procurement by traders / millers* and the arrival to the markets. Therefore, the Collectors(CS) shall update this information on weekly basis so as to identify and prioritize the Mandals, Villages where more paddy is expected to be harvested. The Tahsildars, Mandal Agriculture Officers, Panchayat Secretaries, AEOs and other local level officers should be specifically entrusted with the task of monitoring the cultivation, harvest and structured arrivals of the paddy so as to facilitate the farmers to reach the nearest PPCs / Market Yards for sale of their produce.
  - b) **“Pre Sale Operations”**: This involves the regulation of the arrivals by the AEOs, Secretaries of AMCs / Secretaries of Gram Panchayats / Local Level Officers. The Commissioner of Marketing and Collectors(CS) are therefore requested to monitor the functioning of Market Yards in terms of prevailing market rate for the paddy sold at Market Yards, arrivals of paddy and movement of paddy to other districts as per the rules and also to ensure that MSP rates are paid to the farmers. The District Marketing Officers through Agriculture Marketing Committees shall position the required infrastructure & equipment like Paddy cleaners, Moisture testing meters, tarpaulins, etc., adequately at all PPCs in their respective jurisdiction.
  - c) **“Procurement Stage”**: The Government Agency, i.e. Telangana State Civil Supplies Corporation Ltd which involves three activities viz. (i) Sample analysis (ii) Purchase of paddy (iii) Payments to farmers. The concerned PPC – in charge has to perform this activity with the assistance of other supporting officials of the IKP/ PACS / DCMS / GCC / HACA, etc. Agriculture Department to sensitise the farmers to bring the Paddy to the AMC / PPC, after cleaning and drying to FAQ norms. The AEOs and AOs to monitor the FAQ parameters of paddy and to regulate the arrivals to

PPCs, to avoid congestion at PPCs. The PPC incharge shall be responsible to ensure procurement of paddy as per FAQ norms only.

- d) **“Post Procurement Stage”:** Wherein, entry of details in the OPMS software, bagging, weighing, stacking and transportation of the procured paddy to the nearest rice mill as per the tagging made by the Collectors(CS) are to be taken up by the PPCs. The district officers involved in procurement viz., DRDO for IKP Women Group, DCO for PACS, DM, GCC for GCC, DM, DCMs, MD, HACA, secretaries of AMCs shall closely monitor their PPCS, in addition to cluster supervisory officers appointed by the Collector(CS).
- e) The Telangana State Civil Supplies Corporation Ltd shall make arrangements to procure about 165 Lakh MTs of paddy in KMS 2020–21 (about 90 Lakh MTs in Vanakalam( Kharif) and about 75 Lakh MTs in Yasangi (Rabi). The Telangana State Civil Supplies Corporation shall purchase the paddy conforming to FAQ specifications through IKP Groups, PACS, DCMS, GCC, HACA, etc. The required training on FAQ norms of Paddy shall be imparted to the organisers of PPCs, AEO / AOs, millers, etc., through Technical Assistants in addition to the OPMS operations well in advance in the districts by the District Managers of Civil Supplies Corporation.

#### **B. Action Plan for Vanakalam (Kharif) Season 2019-20:**

1. The Minimum Support Price of paddy for FAQ varieties during the Vanakalam (Kharif) Season 2020-21 is as follows.
  - a. Grade ‘A’ : Rs.1888/- per quintal
  - b. Common : Rs.1868/- per quintal
2. **Expected Area and Paddy Production for Vanakalam (Kharif) Season 2020-21.**

The expected paddy production for Vanakalam(Kharif) 2020-21 is expected to increase 30–40% compared to the previous Kharif 2019-20 and a quantity of 90 LMTs (approximately) is likely to be procured by TSCSCL for this Vanakalam(Kharif) 2020-21.

The above quantity of procurement of paddy is only a tentative figure and it may be revised as per the report of the Agriculture Department, in due course.

#### **C. Paddy Purchase Centres(PPCs):**

*The Collectors(CS) shall open PPCs as per requirement at the pockets of Paddy grown areas in consultation with Agriculture Department. During Vanakalam (Kharif) Season 2020-21, it is proposed to open tentatively 5690 paddy purchase centres throughout the State. The above centres can be changed with prior sanction of Commissioner Civil Supplies based on the justification proposals of the District Collector & District Magistrate of the district concerned.*

**Period of Paddy procurement and CMR deliveries during the KMS 2020-21 (for Kharif and Rabi Seasons).**

- 1. Paddy Procurement:** The Vanakalam (Kharif ) Season of KMS 2020-21 will commence from 1<sup>st</sup> October, 2020 and Yasangi (Rabi) Season of KMS 2020-21 will commence from 1<sup>st</sup> April, 2021. The period of paddy procurement in both the seasons will be (75) days each from the date of commencement of paddy purchases at PPCs.
- 2. CMR deliveries:** The last date for completion of CMR deliveries during the Vanakalam (Kharif) Season of KMS 2020-21 will be 31.03.2021 and for Yasangi (Rabi ) Season of KMS 2020-21 will be 30.09.2021.

**D. Equipments/Infra structure / other arrangements at Paddy Purchase Centres:**

All the Collectors (CS), shall review the availability of the equipments at all the PPCs and to issue orders to the District Marketing Officers / AMCs concerned for purchase and positioning of adequate equipments at the PPCs as per the requirement through DPC well in advance. The Marketing Department shall position the required equipment like paddy cleaners, moisture meters, tarpaulins, etc. well in advance at the PPCs to prevent the delay in procurement and damage of paddy. The Secretaries of AMCs concerned shall maintain the inventory of equipment at the PPCs in their respective jurisdiction. The AMC Secretary shall also arrange for repairing & maintenance of equipment like, paddy cleaners, moisture meters, tarpaulins on priority.

The payment of market fee by the State Civil Supplies Corporation to Marketing Department at the State Level will be governed as per the provisions of the FARMERS' PRODUCE TRADE AND COMMERCE (PROMOTION AND FACILITATION) ACT, 2020 ( No. 21 of 2020) dated 24-09-2020

**E. Allotment of paddy to rice mills in Kharif Marketing Season 2020-21**

As huge procurement is expected this year, Paddy shall be allotted to the Rice Mills by the Collectors(CS) duly examining the proposals received from the District Rice Millers Association not more than the following quantities.

**a) Raw Rice Mills**

[Paddy allotment for the mills of 2 Tonne capacity and above is considered by taking into account of the Rice production capacity of the mill per hour \*16 working hours i.e. two shifts per day\* 75 working days]

Mill tagging guidelines given	Capacity	Maximum limit of Paddy Allotment (Quantity in MTs)
	<b>2 Tonnes</b>	<b>1500</b>
	<b>4 Tonnes</b>	<b>3000</b>
	<b>6 Tonnes</b>	<b>4000</b>

	<b>8 Tonnes</b>	<b>5500</b>
	<b>10 Tonnes</b>	<b>6500</b>
	<b>12 Tonnes &amp; above</b>	<b>8000</b>
<b>Electricity Consumption</b>	<b>1 Quintal of Raw rice</b>	<b>3.5 Units</b>
	<b>1 Quintal of Boiled rice</b>	<b>5.00 Units</b>

(**Note:** If the concerned Collectors(CS) request for any changes in allotment of paddy, the same may be changed with the prior approval of Commissioner of Civil Supplies, Government of Telangana) only. The Collectors(CS) shall allot the paddy to Rice millers, taking into consideration of storage capacity of mill, uniformity among the mills, past performance of that mill, as per the Raw Rice requirement of the district indicated by the Commissioner of Civil Supplies based on the requirement VC & Managing Director, TSCSCL not exceeding the above allotment limits. Any deficit or surplus of paddy in the district shall be reported to Commissioner of Civil Supplies for ordering inter district allotment of paddy.

**b) Boiled rice mills**

The paddy shall be allotted to the Rice Millers by the Collectors(CS) **not more than the following quantities duly examining the proposals received** from the District Rice Millers Association as per the boiling capacity of boiled rice mills.

**Maximum limit of Paddy to be allotted**

- a) For 32 MTs capacity : 4000 MTs
- b) For 40 MTs capacity : 5000 MTs
- c) For 50 MTs capacity : 6000 MTs
- d) For 60 MTs capacity : 7000 MTs
- e) Above 60 MTs capacity : 8000 MTs (Maximum)

The available paddy shall be allotted equally among the mills, strictly taking the storage capacity in the mills and past performance of the mill in timely delivery of CMR into consideration.

(**Note:** If the Collectors(CS), concerned request for any changes, the same may be changed with the prior approval of Commissioner of Civil Supplies, Government of Telangana).

**F. Allotment of Surplus paddy to nearby Districts:**

1. The excess paddy if any left over after allotting to the Districts mills, shall be reported to the Commissioner of Civil Supplies for allotting the same to other districts.
2. The Telangana State Civil Supplies Corporation Ltd shall book the expenditure under the MSP operations of paddy and the same shall be included in the Audited Accounts of KMS 2020-21 so as to send the proposals to the Government of India for reimbursement of the same.

**G. Allotment of paddy to Rice Mills**

1. Paddy shall not be allotted to those Rice Millers against whom cases under 6–A of EC Act / criminal cases were booked on purchase, sale and recycling of PDS rice on or after 1<sup>st</sup> October, 2019 and not disposed off or not disposed in the favour of Miller. However, in case of any specific justification proposals of the Collector(CS) in respect of any Rice Miller booked under 6–A of Essential Commodities Act / Criminal Case and got disposed as acquitted / exonerated by the court, the Commissioner of Civil Supplies shall examine such proposals and based on merits of the case.
2. Paddy shall not be allotted to those Rice Millers against whom cases under 6–A of EC Act were booked on purchase, sale and recycling of PDS rice and against whom criminal cases were booked prior to 1<sup>st</sup> October, 2019 but still pending for disposal.
3. Paddy shall not be allotted to the Rice Mills on whose management cases were booked under 6–A of EC Act / criminal cases on purchase, sale and recycling of PDS rice prior to 01.10.2019 or on or after 1<sup>st</sup> October, 2019 and still pending for disposal and given on lease or sold to others by the original Rice miller or changes in Management of the Rice Mill.
4. Paddy shall not be allotted to the default rice mills / rice millers, except those who are covered and delivering CMR in terms of G.O.Ms.No.13, 16, 8, CA,F&CS(CS.I-CCS) Dept. dt. 25.07.2019, 11-09-2019 & 12.06.2020 respectively and also the mills which have delivered the defaulted CMR as per the agreement conditions
5. Regarding lessee rice mills, paddy shall be allotted after taking guarantee from owner of the rice mill and also guarantee from two financially sound non lessees / owner rice millers or after taking 50% Bank Guarantee from lessee miller.
6. In case of any doubt in allotment of paddy to any rice mill, the Collector(CS) of the district shall seek the clarification / approval of Commissioner of Civil Supplies and not to allot the paddy to such rice mill till the orders of Commissioner of Civil Supplies are received.

**H. Hiring and De-Hiring of Godowns and Tariff.**

The Government Godowns are to be hired on priority basis i.e. CWC, SWC, AMC, Investors / Private Godowns are to be hired only in case of non- availability of Government Godowns. The storage tariff currently being paid for respective storage agencies on hiring of Godowns are as follows:

Sl. No.	AGENCY	TARIFF
1	CWC Warehouses	Rs.5.00 per bag per month
2	SWC Own Warehouses	Rs.5.00 per bag per month
3	AMC Godowns hired through SWC	Rs.3.25 per bag per month (Flat rate)

4	AMC Godowns hired directly by CSC	Rs.2.00/- per sft. per month
5	SWC Investor Godowns	Rs.4.16 per bag per month

(**Note:** The above rates are subject to change and storage charges shall be released as per the instructions of VC & MD, TSCSCL from time to time.)

**I. Custody and maintenance of rice stocks at godowns:**

1. Godowns shall have proper dunnage and the stocks should be stacked properly as per standard norms.
2. All the transactions should be entered in the SCM application by officials of SWC / CWC and CSC.
3. Stock procured under CMR to be verified physically before issue under PDS or any other schemes by the Team consisting of DM CSC/ DCSO, Technical Official of CSC, to ensure quality as per the specifications.
4. FIFO (First in – First Out) for delivery of rice for PDS and other schemes to be followed.
5. Proper weighment at the time of receipt and issue of raw rice at DCP godowns to be ensured
6. The District Manager of CSC and District Civil Supplies Officers and other superior officials including Revenue Divisional Officers who are already empowered on conduct of physical verification shall frequently visit the godowns (Buffer / MLS points) to ensure that there is proper management of stocks.
7. Third party annual verification of both quantity and quality of stocks in the TSCSCL godowns to be organised to avoid misappropriation.
8. The Collectors(CS), shall check the godowns (buffer / MLS points) frequently to ensure proper stacking and maintenance of stocks, issues as per FIFO, proper weighment, maintenance of records, stock verification etc.
9. The Enforcement Task Force at the State Head Quarters of TSCSCL shall conduct surprise inspections on the complaints.
10. Frequent inspections reduce the mismanagements and misappropriations at DCP godowns. The District Managers, District Civil Supply Officers and RDOs shall conduct inspections periodically at DCP godowns to curb the diversion, recycling of PDS Rice and shortages.
11. Surprise inspections by officials from the Head Quarters of TSCSCL to be done periodically.

## **J. Duties and Responsibilities of officers involved in MSP Operations:**

### **Collectors(CS):**

1. Collectors (CS) shall assess the likely production of paddy, expected arrivals well in advance and accordingly identify the PPCs at a convenient place to facilitate farmers for easy delivery of paddy keeping in view of their district targets.
2. To ensure wide publicity about the MSP, specifications of paddy, location of purchase centres etc., for information of the farmers and also to bring awareness among the farmers to bring paddy to PPCs conforming to FAQ specifications.
3. To constitute a District Procurement Committee(DPC) with the Collector(CS) as Chairman and other members of the committee shall include Superintendent of Police / Commissioner of Police, DCSO, DM-CSC, District Marketing Officer, officials of RTA, District Agriculture Officer, District Labour Officer, Lead District Manager(LDM), AM, FCI and HODs of procuring agencies(IKP, PACS, ITDA, DCMS etc). The District Rice Miller Association, Transport Contractors may be invited for their issues. The DPC shall sort out any problems arising at the PPCs, Rice Mills, Godowns etc. including hamali problems.
4. Before commencement of the procurement season, a district level awareness meeting shall be convened under the Chairmanship of District Collector & Collector (CS) as Convenor with the public representatives viz., Member of Parliament, Member of Legislative Assembly, MPP President, ZPTCs Members, Chairman PACs, Rythu Bandhu Samithi representatives, Mandal Samakhyas, etc., and DPC members to explain them the process / stages involved to regulate the arrivals at PPCs ensuring FAQ Paddy, avoiding other state paddy, middle men, over crowding and stocking at PPCs. Finally to cooperate for smooth procurement process for the benefit of farmers.
5. The Collectors(CS), shall take necessary measures to avoid any hypothetical paddy purchases at the PPCs.
6. Purchase centres shall be opened by the IKP, PACS, DCMS, HACA, AMCs etc. based on the arrivals of paddy in the district/locality. In case of any group is not coming forward for procurement of paddy, the alternative arrangements for utilizing the services of MARKFED and also by inducting any other co-operative societies registered with State Government shall be considered subject to their capacity in handling of MSP operations.
7. Paddy and gunny transport contractors must be appointed immediately under the chairmanship of Collectors(CS), District Civil Supply Officers, District Managers, Civil Supplies Corporation and transport authorities, as per the guidelines issued from time to time.

8. Each Paddy Purchase Centre must be tagged to a Civil Supplies / Revenue official not below the rank of a Dy. Tahsildar and appointed as validation officer by Collector(CS), who shall validate and certify the transactions pertaining to paddy procurement at PPC, paddy transportation and paddy receipt at mill. It should also be tagged to AEO / AO for ensuring receipt of FAQ paddy at PPCs. The copy of orders issued shall be sent to the CCS by the Collector(CS) for their record.
9. The Collectors(CS), through the concerned Tahsildar / AO / panchayath secretaries / AEOs/ any other village level officer must prepare the schedule to regulate arrival of paddy from villages/ areas nearer to the purchase centres. The dates in advance shall be given to the farmers on bringing the paddy to the respective PPCs so that there is no congestion at the purchase centre. The AEO / AO tagged to the PPC shall also regulate paddy arrivals and to ensure procurement of FAQ paddy at respective PPCs.
10. The Collector(CS), through the HODs of Procuring Agencies (IKP, PACS, DCMs, GCC, HACA, secretaries of AMCs etc.) must ensure availability of basic facilities like providing drinking water, wash rooms to women farmers, tents, etc at all PPCs , Soaps / Sanitisers for washing hands. In case such facilities are not provided by the IKP women groups, PACs, etc. at PPCs, such facilities need to be provided by the Civil Supplies Corporation Ltd and the expenditure shall be deducted from the Commission amount payable to them. The PPC incharges to ensure maintaining social distancing and wearing mask/ cloth covering the nose and mouth of the individuals.
11. The Collector(CS), through the AD(Mktg.) shall ensure availability of equipments required at the PPC like Paddy cleaners, moisture meters, Tarpaulins, adequate winnowing machines, sewing gunnies threads, and electronic weighing machines etc., well in advance.
12. The procurement agencies shall take necessary steps to safeguard the paddy due to rains at PPCs. The PPCs incharge shall issue date wise slips to farmers after verifying the FAQ norms of the advance sample and to display the list of farmers with their villages, quantity of paddy to avoid 'out of turn' of farmers at PPCs and congestion, over stocking and dumping of paddy at PPCs.
13. Adequate staff must be available to look after all the transactions at the PPCs including online entries in OPMS software.
14. The Collectors(CS) shall ensure that no middlemen i.e. rice millers / traders bring paddy to PPCs. It shall be ensured that the FAQ Paddy is purchased only from farmers at PPCs and farm gate procurement and other state paddy shall not be allowed.



15. The Collectors (CS) shall ensure proper transportation of paddy to the tagged rice mills as per the allocation made by the Collector(CS) from PPC only. The gunny bags should not be issued to the farm gate by the PPCs.
16. Tagging of rice mills must be done in a systematic way by ensuring that the nearest rice mill falling in the range of 0-8 Kms is preferred first. The capacity of the rice mill and previous performance of the rice mill in delivery of custom milled rice, availability of paddy stocks of previous season shall also be taken as criteria in tagging of mills.
17. The Collectors (CS), shall fix up mill-wise daily/weekly targets for CMR deliveries and continuously monitor the mills participating in custom milling by constituting teams with concerned officials.
18. The Collectors(CS), through the concerned DMs and DCSOs shall ensure Daily monitoring of mill wise percentage of CMR deliveries which can be done through <http://117.203.100.19/tscscl/> (user Id : gm\_mktg , password: guest) and the mills which are under performance in delivery of CMR is to be constantly monitored.
19. Paddy action Plan, which includes list of agency wise PPCs, minimum facilities at PPCs, training, infrastructure, appointment of paddy and gunny transport contractors, transport arrangements, positioning of gunnies, tagging of mills, allotment of paddy, identification of storage space, appointment of Mill wise Joint custodian officers, agreement with procuring agencies, Rice Millers and District Rice Millers Association, shall be completed at the earliest.
20. To explore the possibility of integrating the Paddy OPMS application with 'webland' for verification of farmer land details, "to avoid the middlemen and other state paddy, the poor farmers who are unable to produce the Pattadar Passbook, viz., Tenant Farmers, Occupants of Forest Land (Tribals), Government Lands, lands cultivated by the legal heirs of deceased pattadar, etc., shall submit a certification of paddy cultivation with the extent of paddy cultivated duly recommended by the Chairman of Village *Rythu Bandhu Samithi* and certified by the AEO which shall be taken into consideration for procuring paddy. However when such paddy is more than 50 qtls, it should be verified by the AO concerned".
21. The DCSOs and DMs under the guidance of the Collectors(CS) shall ensure that the deliveries of custom milled rice for the paddy issued to the rice miller @ 67% for raw rice and 68% for boiled rice is completed within the stipulated time, to the respective agency i.e, FCI / CSC as the case may be.

- 22.** The Collectors(CS), shall fix uniform hamali charges in the entire district by conducting meeting with the hamali Unions, Secretaries of AMCs and Procuring Agencies. The Handling charges should include weighment, stitching, stacking and loading at PPCs.
- 23.** The Collectors(CS), shall provide necessary guidance to the DCSOs / DMs, CSC wherever needed for realizing the Custom Milled Rice from the rice millers.
- 24.** It shall be ensured that no PPCs shall purchase paddy of other States. A strict vigil shall be kept at all the PPCs. The enforcement wing shall conduct surprise inspections of the Inter State Boarder Check Posts and PPCs.
- 25.** The Collectors(CS) shall form the PPCs into clusters consisting of 5 to 8 PPCs for proper daily monitoring & supervision by the district & divisional officers. The PPCs clusters shall be allotted among the RDOs, DCSOs and DMs, CSC. In case the PPCs are more in number in the district, some of the clusters may be allotted to other available district officers in the district viz., ADAs, DAO, DCO, DLCO, etc., as per the convenience of the district administration for effective monitoring of PPCs in the interest of the farmers. In addition to their respective cluster, the RDO shall monitor paddy procurement activities in their respective divisions.

In view of COVID-19, it is mandate to take definite measures to ensure that people do not gather in large numbers. All the Collectors (CS) are requested to take measures strictly as per the instructions for opening of PPCs in the villages. The PPC incharge shall arrange soaps/ Sanitisers for hand wash, ensure social distancing and wearing of masks/ cloth covering the mouth and nose of workers at PPCs.

To meet the requirements of additional PPCs, the infrastructure required that i.e. paddy cleaners, tarpaulins moisture meters etc., is to be communicated to Agricultural Marketing Department immediately for the placement of the same.

Mapping of PPCs to village is a pre-requisite to operate in PPCs in the district and to start procurement. Therefore, all the Collectors(CS) are requested to speed up mapping of New PPCs to respective village / and also ensure changes of already mapped PPCs or unmapping of villages as per requirement before commencement of season without fail and daily report on “PPC to village” mapping shall be sent to PM(IT), O/o CSC, Hyderabad at the following email-id [pmu\\_pm\\_cs@telangana.gov.in](mailto:pmu_pm_cs@telangana.gov.in).

This mapping of PPC to village is a pre-requisite to operate in PPCs in the district and to start procurement. Hence it is the process of mapping of PPCs shall be completed positively before 30-09-2020.

There is an alert / indicator available in OPMS once the mills reach 90% of their allotment limit. Therefore, the Collectors(S) and the DCSOs are requested to make use of this facility to ensure that no excess quantity is sent to the mills from PPCs beyond the allotment limit.

- a) In case of any delay in CMR delivery by any miller, the Collector (CS) shall shift the paddy stocks to the better performing mills at the cost of defaulted miller for timely completion of CMR deliveries.
- b) Paddy movement to other districts shall be done only after meeting the saturation of movement to the mills of their own district.
- c) The sending district should ensure FAQ paddy from PPCs and receiving district shall ensure unloading and acknowledgment by Millers immediately.
  - i) All the Collectors (CS), shall ensure the Mapping of PPCs to Rice mills and all the purchases should be done through OPMS only after completion of mapping of Villages. No PPCs shall be established at District Headquarters and Agriculture Market Yards to avoid large gatherings. The number of PPCs to be started is to be decided by the District Collector depending on their requirements.
  - ii) All the Collectors (CS) shall ensure the availability of adequate no. of vehicles at PPCs for shifting of paddy to the Rice Mills immediately on the same day itself and to ensure unloading of paddy at Rice mills immediately after receipt of paddy at the mills, so as to ensure timely movement of paddy from PPCs to Rice Mills. Regular monitoring is required for timely unloading of paddy by the recipient mill so that transportation of procured paddy is not effected adversely.
  - iii) Wide publicity shall be given in all the villages regarding the details of opening date of PPCs.
  - iv) All the Collectors (CS) shall ensure that tokens are distributed to the farmers duly indicating the Date & Time for visiting the PPCs for unloading the paddy and also get the samples tested as per FAQ norms. Strict enforcement of Token system is to be ensured to avoid large gathering in view of present Covid-19 situation
  - v) The Collectors (CS) are requested to ensure that, only after generation of Truck chit and after the entry of the purchase details in the Tabs paddy may be shifted to the Rice mills and ensure that, there is no gap between quantity purchased and quantity entered in OPMS.

**Points to be ensured by the Collectors(CS) in view of Covid -19**

1. To ensure opening of PPCs at Villages only and to avoid setting up of PPCs a district Head quarter market yards to avoid large gatherings.

2. In view of COVID-19, it is mandate to take definite measures to ensure that people do not gather in large numbers at PPCS
3. To ensure proper sanitization at PPCs
4. To take necessary measures to maintain social distance like drawing circles on the ground, keeping a notified place for parking transport vehicles, ensuring suggested place for drivers, helpers and Hamalies etc..
5. The arrival of paddy must be regulated by issuing day wise time slot coupons
6. To ensure that sufficient number of sanitisers /soap and water are available at all PPCs
7. To ensure that every person in the PPC wears mask including all the staff, farmers, hamalies, drivers, helpers, visitors etc.

### **Superintendent of Police / Commissioner of Police:**

The Superintendent of Police / Commissioner of Police having inter-state border, shall post inter-state border check points jointly with Agriculture official to prevent transportation of paddy of other states to PPCs located in Telangana State depriving the interest on Telangana State paddy growing farmers particularly during peak paddy procurement season from 2<sup>nd</sup> week of October, 2019 to end of December, 2019. The police also to inspect the PPCs on any tip of information about procurement of other state paddy or any other irregularity. However, the paddy transportation from other States to mills / traders in Telangana State, but not to PPCs with valid documents need not be interfered. The District Agriculture Officer shall depute the Agriculture official to the team of Police for this purpose.

### **District Civil Supply Officers:**

1. To assist the Collectors(CS) in all aspects and conduct regular meetings with the District Procurement Committee.
2. Tagging of rice mills and appointment of DT(CS) as Joint Custodian officers with prior approval of Collector(CS) to ensure that paddy is not diverted from Rice Mill and undertake immediate custom milling of paddy.
3. Tagging of rice mills shall be done in a systematic way by ensuring that the nearest rice mill falling in the range of 0–8 Kms is given preference first. The capacity of the rice mill and previous performance of the rice mill in delivery of custom milled rice shall also be taken as criteria in tagging of mills.
4. The District Civil Supply Officer shall supervise the entire process of MSP operations right from the purchases of paddy to till it reaches the rice mills.
5. To monitor the delivery of Custom Milled Rice on day to day basis and to conduct meetings with the enforcement Officials for expediting the delivery of custom milled rice to the CSC / FCI. Daily monitoring of mill wise percentage

of CMR deliveries can be done through <http://117.203.100.19/tscscl/> (user Id: gm\_mktg, password: guest) and the mills which are under performance in delivery of CMR must be followed up constantly.

6. To ensure that the enforcement officials conduct periodical inspection of rice mills participating in custom milling along with photographs of the paddy stocks.
7. To conduct regular inspections at DCP Godowns (Buffer) along with the AM Technical of the CSC and ensure that no recycling of PDS rice takes place and also ensure that the raw rice is procured as per specification of GOI.
8. To coordinate with the Area Managers of F.C.I. concerned on the acceptance of custom milled Raw / Boiled rice and for providing sufficient godown space.
9. To resolve any problem at the PPCs in respect of disputes if any arised on quality of paddy with the help of AOs / AEOs who are tagged on to the PPCs. It should be ensured that, wherever the truck chits are issued by the PPCs and details of farmers are entered by the PPCS, in OPMS, the same should be accepted and entered by the concerned rice mill within (2) days positively or to be deleted from OPMS by contacting the Project Manager–IT in Head Office to avoid excess payment by the TSCSC Ltd.
10. Action shall be taken against the Rice Millers as per the orders in G.O.Ms.No.18, dated: 30.10.2015 of CA, F&CS Dept., and G.O.Ms.No.36, dated: 29.09.2016 CA, F & CS Dept., who failed to deliver CMR.

**District Managers of Telangana State Civil Supplies Corporation Ltd.:**

1. Agreement to be entered with HODs of Paddy Procuring Agencies (PD, DRDO, DCO, GCC etc) before commencement of paddy purchases.
2. Agreement shall clearly state that shortage due to any reason shall be adjusted against the commission payable to PPC agencies and appropriate clauses to be incorporated to cover the case of shortage exceeding the commission payable.
3. Required number of new / once used gunnies should be positioned at all the purchase centres in advance under proper acknowledgement.
4. Payment of value of paddy at MSP shall be made online to the Bank account of the farmers directly at the earliest. It should be ensured that all such paddy sent to the Rice mills by the PPC is entered by the miller concerned in the OPMS to avoid excess payment by the TSCSCL without fail.
5. After allotting the paddy to the rice millers for custom milling, the District Manager, Telangana State Civil Supplies Corporation shall monitor the delivery of resultant rice by the rice millers to FCI / TSCSCL at designated godowns on day to day basis and report the same to the concerned Collector (CS).

6. To open a District level control room under the Chairmanship of Collector(CS) and DCSO as convenor for monitoring of paddy purchases, transportation and to address farmers complaints, if any and to give wide publicity about MSP Operations through press / media and through beat of tom-tom. The DRDO, DCO, DM, DCMS, DM, GCC, District Marketing Officer/ AMC to depute an official, District Rice Millers Association representative to the control room during peak procurement season, to address the problems and issues of farmers.
7. Undertaking from District Rice Millers Association for custom milling of paddy shall be obtained. An agreement with individual rice millers shall be executed by obtaining partners' photographs, individual photos and Aadhaar. The terms and conditions of the agreement shall be strictly adhered to without any deviation. Cheques shall be taken towards the security from each miller along with agreement to protect the interest of Government / Corporation in case of default by the miller as per the present system.
8. In the agreement it shall be incorporated that the millers shall not hypothecate the paddy stocks belonging to the Government Agency for their personal/business or bank loans.
9. To take up the matter with the lead Bank Managers not to sanction any loans to the Rice millers against paddy stocks pertaining to Government /Civil Supplies Corporation. In case of sanction of loan from the banks to the Rice Millers, the bankers shall invariably obtain No-due certificate from District Manager, CSC / DCSO of the concerned district to the effect that the bank loans shall be given to the rice millers on the paddy purchased by the millers and not on CMR paddy. It shall be ensured that millers do not dispose off their movable property without the knowledge of the Collector(CS), to the extent of value of paddy held by them under CMR. This may be incorporated in the agreement.
10. As per the revised guidelines that, District Managers shall appoint Paddy and Gunny transport contractors through District Procurement committee under the Chairmanship of Collector(CS) with the approval of State Level Committee.
11. The District Manager, Telangana State Civil Supply Corporation Ltd., shall ensure that the appointed transport contractors shall deliver the paddy only from the PPCs to the tagged rice mills. He should also ensure that the paddy purchased at the PPCs shall be transported to the designated rice millers without any delay. Farm gate to rice mill transportation shall not be allowed.
12. The District Manager shall take every care for proper accounting of the paddy delivered to the rice mills for custom milling vis-a-vis custom milled rice to be received.

13. The District Manager, Civil Supplies Corporation shall also visit PPCs randomly to monitor paddy procurement operations.
14. The District Manager shall maintain proper accounting of every transaction right from paddy purchase till acceptance of rice under CMR and any laxity on the part of any official would be viewed seriously and deterrent action will be taken against such officials.
15. The number of digits of bank account number be fixed for each bank in the application to disallow the entry of account numbers with digits less than or more than the fixed number of digits. Provision is to be made for account numbers with alphabets, numbers and special characters.
16. The data base of all the farmers along with their bank accounts should be obtained and pre-populated at purchase centres.
17. IFSC codes of all branches of all banks in the district to be auto populated in OPMS application. The same to be acquired from RBI / SLBC.
18. The Paddy cost shall be credited to the bank account of the farmer only. The cell phone number of the farmer or his family members only to be entered
19. The District Managers of Civil Supplies Corporation should be responsible for recovery of old gunny bags from the concerned and should ensure that the gunny account is reconciled on completion of every season duly maintaining proper separate records for every season and also to furnish the monthly status reports to the VC & MD, TSCSCL .

**HODs of Procuring Agencies (IKP, PACS, DCMS, GCC,HACA , AMCs etc):**

1. The PPCs shall be opened at upland areas to protect the paddy from the untimely rains. Not to open any sub centres attached to the PPCs. Preference shall be given to IKP (Women) groups for encouraging women empowerment.
2. All PPCs shall have minimum of 5 functionaries at PPCs with specific job charts to carry out all the paddy procurement transactions timely including online entries by In-charges of PPCs in OPMS software at PPC level.
3. All the PPCs are to be fully equipped with Hardware and Software for on-line entries from field level to capture real time data. Ensure availability of computer knowledge person in all PPCs.
4. The HODs of concerned procuring agencies (PD-DRDO, DCO-PACS, GCC etc.,) shall purchase and provide TABs / Laptops / Desktops along with printers, power banks, paper rolls, SIMs etc., on their own as per convenience based on internet connectivity to the PPCs to be operated under their control.
5. Farmer Registration with necessary information like Land details, Aadhaar No., Bank account details , cell phone number shall be entered in OPMS software at PPCs *and to ensure that paddy cost is credited to the bank account of farmer only.*
6. Impart proper training to the proposed IKP groups / PACS / DCMS / GCC at PPC's including crisis management during unforeseen rains/hail storms.

7. To ensure availability of infrastructure like moisture meters, tarpaulins, paddy cleaners, winnowing machines and weighing scales etc. at all PPCs under their control.
8. Purchase Centres to take action to provide basic facilities like shelter, drinking water, wash room, electricity, *soaps*, *sanitisers* etc at all PPCs. In case such facilities are not provided by the groups at PPCs such facilities will be provided by the Civil Supplies Corporation Ltd and the expenditure will be deducted from the Commission bills payable to them in easy instalments.
9. The PPCs shall accept paddy conforming to FAQ specifications at MSP from farmers directly at the PPCs only but not at farm gate. No paddy shall be purchased from middlemen, rice millers and traders. They should depute a responsible official to District level control room and also to ensure that paddy sent by the PPCs is accepted in the OPMS by the millers and any issue in this regard shall be taken to the notice of the DM, CSC / DCSO to avoid excess payment.
10. There shall be electronic queuing at the purchase centres through OPMS application (token generation). In order to ensure smooth disposal of paddy without waiting for long, it may be ensured that schedule for bringing paddy from the villages to the paddy purchase centres may be communicated well in advance. The day-wise list of farmers may be displayed on the wall / board to ensure transparency.
11. It shall be ensured that the in-charges of PPC's should not give gunnies to the farmers to fill their paddy at their field. The farmers should bring their paddy at PPC's only and fill there. If the CSC gunnies are found at the places other than PPCs, the same should be seized and the action will be initiated against the officials / in charges – involved.
  - a) It shall be ensured that the in-charge of PPC's should purchase the FAQ paddy as per uniform specifications mentioned above and under no circumstances the Non-FAQ paddy should be purchased. If any IKP Groups / PACS / DCMS / GCC etc. purchases Non-FAQ paddy, the HODs of procuring agencies (PD-DRDO / DCO) shall suspend such group / in-charge of PPC from the procurement operations and not to pay the commission to them duly following the procedure in vogue and to send fresh group of SHGs to such centres for undertaking the paddy procurement..
  - b) The PPCs are responsible for quality of paddy. The paddy purchased by PPCs is liable for quality check at random by technical personnel of Civil Supplies Corporation in addition to verification by AEOs / AOs at PPCs.



- c) It shall be ensured that PPCs shall not purchase paddy of other states and strict vigil is kept at all the PPCs.
- d) The in-charges of PPCs shall be instructed that soon after loading of stocks in the lorries the Truck chits are raised at the PPCs itself. It shall also be ensured that the records are maintained properly by the in-charges of PPCs and the same shall be checked and signed during their visits to PPCs.
- e) The in-charges of PPCs are responsible for maintenance of accounts of paddy purchases at PPCs.
- f) The concerned officials of procuring agencies (IKP groups/PACS/DCMS/ GCC etc.) shall visit each and every PPC under their control to avoid any malpractices and take action against groups indulging in malpractice by not permitting them in future for procurement operations.
- g) After acceptance, the paddy shall be moved only to the tagged rice mills with no loss of time. It shall be ensured that proper weighment & FAQ of paddy at PPCs is done to avoid complaints
- h) from the Rice Millers about short weighment and to ensure that the paddy sent to the miller is accepted in OPMS and any deviation to be reported to DM, CSC.
- i) The PPCs in-charges shall attend to concerned District Manager Office, CSC immediately after closing of PPCs and ensure that the reconciliation of gunnies, paddy purchases and shifting of paddy to the rice mills for custom milling is completed.

**Assistant Civil Supply Officers / Civil Supplies Deputy Tahsildars:**

1. To assess the expected production of paddy in consultation with the Agricultural Officers and ensure that the Paddy Purchase Centres are opened by the IKP/ PACS/ DCMS / GCC for ensuring MSP to the farmers.
2. To consult the farmers in the fields and to enquire about the arrangements made at PPCs.
3. To maintain a register of farmers whose fields were inspected and the details of paddy sales in that field duly maintaining the farmer name, Survey Number, extent of paddy grown, quantity of paddy sold, trader/miller name, amount received, price in quintal.
4. To take the signatures of the farmer in such register. This register should be produced before District Civil Supply Officer as and when the District Civil Supply Officer visits the paddy purchase centre.
5. To bring awareness among the farmers on drying and cleaning of paddy at their respective fields so that the farmers can sell their paddy at PPCs with FAQ specification without any delay.

6. The system of millers representatives to acknowledge the quantity and quality of paddy at PPCs may be continued. In the absence of the millers' representative, the validation officer shall certify the transaction at paddy purchase center.
7. The Asst. Civil Supply Officers / Deputy Tahsildar(CS) shall supervise the entire MSP operations in the districts and to ensure that proper functioning of PPCs and movement of paddy to the respective tagged on Rice millers and proper delivery of CMR by the Rice millers in the district.
8. The Civil Supplies Deputy Tahsildars shall be kept as Joint Custodian of the paddy stocks sent to the designated rice mills in their jurisdiction.
9. To verify Form "A2" Registers in the rice mills and to sign on these Registers on weekly basis.
10. They shall ensure that the rice millers deliver the resultant custom milled rice within (15) days from the date of receipt of paddy without fail.
11. They shall ensure that the rice millers maintain a separate register for the account of receipts and delivery of CMR viz; Form "A2" Register.
12. They shall inspect their respective rice mills on weekly basis and to check receipt of Paddy and delivery of CMR by conducting physical verification with reference to the register maintained alongwith photograph of stocks. If any shortage of CMR in stocks of paddy is noticed, the same shall be reported to the Collector(CS), for taking stringent action against the rice millers.
13. They shall ensure that the paddy purchased at PPCs on MSP is of FAQ standards. If any inferior quality of paddy or with high moisture content is purchased at PPCs, it shall be reported to Collector(CS) / HODs of Procuring Agencies/ District Manager, CSC, as the case may be for taking action against the in-charges of PPCs.
14. They shall ensure that there should not be any complaint regarding short weighthment at the PPCs and also to ensure proper maintenance of accounts at PPCs including raising Truck chits at PPCs itself.
15. If the gunnies of TSCSCL are found at places other than PPCs, they should be seized and reported the same to the Collector(CS).
16. Any deviation in the process of MSP operations right from paddy procurement at PPCs till unloading of paddy at respective rice mills, should be brought to the notice of the Collector(CS), District Civil Supply Officer.

**Assistant Director, Marketing Department:**

The Asst. Director, Marketing Department shall arrange the following;

1. To arrange publicity material like printing of pamphlets and preparing of banners in the local language so that the farmer could easily identify the location of the paddy purchase centres in their village.
2. To arrange infrastructure / equipments viz., paddy cleaners, Tarpaulins, Winnowing machines, Moisture meters, Electronic Weighing machines, sieves etc required for paddy purchases at PPCs in coordination with HODs of procuring agencies. He should also ensure that the records of infrastructure provided are accounted for properly. He should also arrange for repairing, maintaining of the infrastructure equipment like paddy cleaners, moisture meters, winnowing machines, etc., are attended on priority.
3. To provide godown space at AMCs to the Telangana State Civil Supplies Corporation Ltd for storage of rice as and when requested by CSC with dunnage material and other infrastructure.

**District Agriculture Officer:**

1. The District Agriculture Officer shall tag the PPCs to concerned nearby AEOs to ensure procurement of FAQ paddy at PPCs and shall be monitored by the AO / ADA concerned.
2. They should resolve the issues relating to FAQ norms of paddy at PPCs.
3. They should also streamline the arrivals of paddy at PPCs by sensitising the farmers in the feeder villagers of PPCs to mitigate the over crowding and congestion problem to farmers at PPCs.
4. To ensure issuance of paddy cultivation certificates to poor farmers who are not able to produce the passbooks viz; tenant farmers, occupants of forest and government lands, pattedar expired legal heirs, produced paddy by the AEO, based on the recommendations of village rythu samanvaya samithi upto 50 qtls paddy. If paddy is more than 50 qtls brought by the farmer, it is to be verified by Agriculture Officer concerned.
5. An Agriculture Official to be deputed to inter state borders check point by the Police to prevent other State Paddy to the PPCs.

**Assistant Controller of Legal Metrology Department:**

The Asst. Controller, Legal Metrology, shall visit all paddy purchasing centers and test the moisture meters and weighments for ensuring proper weighment of paddy.

**Responsibilities of Tagged on Rice Millers and President District Rice Millers Association:**

1. The individual Rice Millers and the District President of the Rice Millers Association shall enter into Agreement with the DM, Telangana State Civil Supplies Corporation Ltd.
2. The Rice Millers shall maintain separate Form “A2” Register for the accounts of custom milling paddy received and delivery of CMR to the FCI / TSCSCL, within (15) days from the date of receipt of paddy stocks without fail. If any rice millers who divert paddy stocks delivered for custom milling or indulge in purchasing raw rice of PDS clandestinely and attempting to deliver under CMR category shall be blacklisted and action shall also be initiated against the concerned as per the Telangana Rice (Custom Milling) Order, 2015 and also under criminal laws. This shall be included in the agreement.
3. The role of President, State / District Rice Millers Associations, will be vital and they shall ensure that the millers deliver custom milled rice without any delay.
4. The Rice Millers should report about receipt of custom milling paddy and delivery of CMR to the Civil Supplies Deputy Tahsildar from time to time.
5. The President of the Association shall co-ordinate with the rice millers and District Administration in speedy delivery of Custom Milling rice to the FCI, as the paddy is purchased by the Government with the funds taken on loan from the Banks. Any delay in delivery of CMR will lead to huge burden on the Government exchequer by way of paying interest to the banks.
6. The President of the Association shall ensure that the rice millers deliver CMR as per the schedule fixed by the Commissioner of Civil Supplies.
7. If there is any short weighment in the consignment of paddy and high content of moisture and inferior quality of paddy, the same shall be reported to the Collector(CS) / HODs of Procuring Agencies / District Manager, CSC, as the case may be, and get it rectified immediately. It shall be ensured that at later stage no miller shall try to claim that they have received inferior paddy or paddy with high moisture.
8. Custom milled raw rice shall be delivered at the godowns notified by the Civil Supplies Corporation. Similarly custom milled Boiled / Raw rice shall be delivered to FCI at the notified godowns.
9. The Rice Millers shall enter details of paddy receipts, delivery of raw / boiled rice in OPMS application immediately within a day without any delay. Any issue to be taken to the notice of DCSO / DM, CSC to resolve it to avoid excess payment.
10. Gunny account should be reconciled on completion of every season.

**Central Monitoring Cell (CMC):**

Central Monitoring Cell shall be constituted in the Office of Commissioner Civil Supplies, Headed by the Consultant. The DC(Proc), GM(Mktg), PM(IT) and nominees from SERP(IKP), Commissioner, Cooperation, Director of Marketing shall be the members. The AC(Proc), AC(IT), PM(IT), shall assist the CMC. The DMs, CSC and DCSOs shall contact the CMC for addressing their issues. The PM(IT) shall furnish the daily alerts to the Central Monitoring Cell.

**V. ANIL KUMAR  
EX.OFFICIO SECRETARY TO GOVERNMENT**